



## Economic & International Development Department

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**City Manager**  
Tommy Gonzalez

### HISTORIC LANDMARK COMMISSION MEETING MINUTES FIRST FLOOR, CITY COUNCIL CHAMBERS CITY 1 BUILDING, 300 N. CAMPBELL STREET JANUARY 26, 2015, 4:00 P.M.

The El Paso Historic Landmark Commission held a public hearing in the City Council Chambers, First Floor, City 1 Building, January 26, 2015, 4:00 p.m.

The following commissioners were present:

Chairman William Helm II  
Vice-Chairman Edgar Lopez  
Commissioner Beatriz Lucero  
Commissioner Randy Brock  
Commissioner Cesar Gomez  
Commissioner John Moses

The following City staff members were present:

Ms. Providencia Velázquez, Historic Preservation Officer, Economic Development  
Ms. Kristen Hamilton, Assistant City Attorney, City Attorney's Office

#### CALL TO ORDER

Chairman Helm called the meeting to order at 4:09 p.m., quorum present.

#### CHANGES TO THE AGENDA

*None.*

#### I. CALL TO THE PUBLIC – PUBLIC COMMENT

*None.*

#### II. REGULAR AGENDA – DISCUSSION AND ACTION

##### Certificate of Appropriateness

1. **PHAP15-00001:** Being 48 Ysleta Tr. 19-B, City of El Paso, El Paso County, Texas  
Location: 9255 Socorro Road  
Historic District: Mission Trail  
Property Owner: Jose Luis Anguiano  
Representative: Eric Perea  
Representative District: 6  
Existing Zoning: R-4/H (Residential/Historic)

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Year Built: N/A  
Historic Status: N/A  
Request: Certificate of Appropriateness for the construction of a two story, three building apartment complex  
Application Filed: 1/5/2015  
45 Day Expiration: 2/19/2015

Ms. Velázquez gave a presentation and noted the applicant is requesting a Certificate of Appropriateness for the construction of a two story, three-unit apartment complex.

**BOUNDARIES OF THE MISSION TRAIL HISTORIC DISTRICT**

Ms. Velázquez reiterated the boundaries of the historic district are unusually narrow. Per the presentation, Ms. Velázquez revealed the historic district boundaries and reminded commissioners they do not have purview over properties outside the district's boundaries.

**FLOOR PLAN**

Per the *Floor Plan*, Ms. Velázquez noted the first unit will face Socorro Road with the second and third units directly behind. The first and second units are within the historic district boundaries; however, approximately 50% of the third unit is. Therefore, commissioners will not review that portion of the unit.

**ELEVATION PLAN**

The south elevation will face Socorro Road, not an entrance elevation, no doorway; however, the entrance is located on the side. The units are proposed to be two-story with a stucco façade, one-over-one operable and single pane windows, with clay tile roof at the porch, and a small fence, located at the front boundary line, comprised of masonry and metal pickets.

**LANDSCAPE/PARKING**

Trees, bushes and a driveway, with parking in the rear, comprise the proposed landscape. Ms. Velázquez explained the rear parking is not within the historic district boundaries; therefore, not within the purview of the commissioners. A trellis will be located at the point of entry.

**PHOTOS OF THE PROPERTY/SURROUNDING PROPERTIES**

Showing photos of the proposed and surrounding properties, Ms. Velázquez explained many years ago, there was a structure on the proposed property. This lot is currently vacant; however, surrounding property photos revealed existing structures.

**SOCORRO ROAD – SECTIONS ARE VERY WIDE/VERY NARROW**

Ms. Velázquez explained parts of Socorro Road are very wide and commercial. In 2013, commissioners approved construction of an apartment building on Socorro Road. Per the presentation photos, Ms. Velázquez explained this section of road is very narrow with little commercial structures. It is mostly residential properties and heavily traveled.



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### OPPOSITION

Ms. Velázquez spoke with a concerned property owner residing within the area and asked if property owners were in favor of or opposed to the request. The property owner responded yes, there is opposition to the request, specifically increasing/ed traffic flow on an already heavily traveled road. Those property owners, opposed to the request, were not present for the meeting.

While reviewing the application and in speaking with the representative, Ms. Velázquez read the following recommendation into the record:

*The Historic Preservation Office recommends **APPROVAL WITH MODIFICATION** of the proposed scope of work based on the following:*

*The Mission Trail Historic District Design Guidelines recommend the following:*

- *New structures should respect the integrity of existing buildings. Existing historic structures and streetscapes need be taken into consideration before designing new infill construction. Setbacks, proportion, rhythm, and building elements should all be addressed.*
- *Setbacks help to create a unified rhythm along a street. Maintain the predominant existing building line.*
- *The proportions of new buildings should be consistent with the dominant proportions of existing buildings. Proportions of a group of structures define a pattern which is called a streetscape. Streetscapes help to establish the architectural character of a neighborhood. All new construction and additions to existing structures should preserve and enhance the streetscape.*
- *The height of new buildings should conform to the height of existing surrounding buildings.*
- *New construction of structures should be flush with the existing building line, and parking space should be located to the rear of the building.*
- *Sidewalks within the Mission Trail Historic District are limited. This is due, in part, to the fact that the area is primarily rural. Almost all of the sidewalks are made of concrete; however, other alternatives exist. Brick and stone pavers are available in a wide assortment of colors and patterns and can contribute to the overall enhancement of an area. Exposed stones and pebbles set in concrete are other possibilities to consider as well.*
- *Paved areas for driveways should be kept to a minimum. Acceptable driveway materials are concrete, asphalt or masonry.*
- *Landscaping is an inherent part of a building's sitting and design. Good landscaping reinforces and highlights the architectural qualities of a structure. When new landscaping is planned, it should be designed to complement the structure and the streetscape.*
- *Socorro Road is a farm road in need of landscaping. Planting trees with a combination of shrubs and/or ground coverings can greatly enhance this road. Properly designed landscaping can set the tone for immediate and surrounding areas.*
- *Flat roofs are characteristic of Pueblo architecture. Flat roofs are also found in this district. Parapets and flat wood eaves are distinctive features of the Territorial and Victorian Townhouse styles.*
- *Appropriate masonry for the Mission Trail District includes terra cotta, stucco finishes, and adobe.*

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*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*
- *Each property will be recognized as a physical record of its time, place, and use.*

**\*THE MODIFICATION IS THAT THE FIRST BUILDING FACING SOCORRO ROAD BE REDESIGNED AS A ONE STORY BUILDING SO THAT IT IS MORE IN KEEPING WITH THE CHARACTER OF THE STREET.**

Chairman Helm asked if the representative for the property owner was present.

Mr. Eric Perea, architect representing the property owner, addressed the staff recommendation modification *that the first building facing Socorro road be redesigned as a one story building so that it is more in keeping with the character of the street*, as follows:

1. The City Plan Commission approved the plans, without any opposition, with regard to the building's height.
2. We looked at the area as a whole, not just the surrounding neighborhood. Within the area are many two-story structures, taller than what has been presented here today.
3. The economics behind the apartment complex are:
  - a. The complex is small, 10 units;
  - b. The property owner originally requested more units, anything less than 10 units will not generate revenue for the property owner.

Additionally, Mr. Perea addressed the concerned property owner's comments regarding traffic increase on Socorro Road:

1. The apartment complex will not increase the amount of the traffic flow on Socorro Road:
  - a. traffic on Socorro Road is really light, this complex will not significantly increase traffic flow;
  - b. per the zoning code, the property owner is permitted to construct more units; however, he decided not to.

Vice-Chairman Lopez wondered if the property was located within the city limits. He noticed there are other empty lots located on Socorro Road. Vice-Chairman Lopez did not think commissioners could halt construction of the apartment complex because the opposition does not want increased traffic flow; commissioners must allow construction in those empty lots. Vice-Chairman Lopez asked Mr. Perea how far back from the street would the first building be.

Mr. Perea responded that the first building would be 35' or 39' from the road.

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Vice-Chairman Lopez asked if the first building would be outside the setback.

Mr. Perea replied yes; furthermore, it is really a 0' setback on the property but we chose to stay away from that.

Chairman Helm wondered how far back from the property was the first building. If you were to reduce the height of the first building, how many apartment units would you no longer have?

Mr. Perea approximated the first building would be 39' feet or so; additionally, we would be one apartment unit less than what we have requested.

Vice-Chairman Lopez commented on the building being somewhat lower than the rest.

Mr. Perea explained the back buildings have a breezeway between them to allow for covered access into the apartment complex. He believed the height was approximately 10' lower than two larger units in the rear.

Chairman Helm asked Mr. Perea to clarify his last statement.

Mr. Perea explained, per the top elevation plans, the building on the left is the front building, the other two are the rear buildings. Looking at the north and south elevation plans, in the number two courtyard is the breezeway between and gable, that is a covered entryway to the complex and stairwell to the upstairs apartments.

*At this time, Ms. Velázquez distributed the proposed site plan for commissioners to review.*

Commissioner Lucero asked Mr. Perea which buildings on Socorro Road were two stories in height. Commissioner Lucero stated she is pretty familiar with this area, this area is mostly residential. On the eastern side of the Americas Avenue loop you will see the larger, two-story homes but not in the area for this proposed apartment complex.

Mr. Perea replied he did not have addresses or samples but the proposed location for the apartment complex is in close proximity to the Socorro Road/Zaragosa Road intersection. The casino is pretty tall, a fast food restaurant in the vicinity is pretty tall, and other commercial buildings in the area are also tall. Further west on Socorro Road, away from the Americas Avenue loop is the more commercial section where taller structures can be seen.

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Commissioner Lucero agreed with Ms. Velázquez's modification request. Commissioner Lucero feels the proposed two-story front units were not in keeping with the neighboring structures.

Commissioner Gomez asked if the proposed structure facing Socorro Road would be two apartment units.

Mr. Perea replied yes, one unit on top of the other.

While referring to the proposed site plan, Vice-Chairman Lopez stated the proposed structure facing Socorro Road was not 39' from the property line, it is actually five feet.

Mr. Perea disagreed and referred commissioners to the dimensions.

Chairman Helm stated the dimensions showed 5.47 feet.

Commissioner Gomez wondered if 39' belonged to the first unit in the rear.

Mr. Perea stated he could be wrong.

Commissioner Gomez felt the lot was wide enough so that those two units could be at ground level and the property owner would not lose any units.

Mr. Perea responded he would lose the entry to the rear parking lot. If he moved the buildings further back, he would not be able to provide the number of parking spaces needed for this apartment complex.

Commissioner Helm asked Mr. Perea if the City Plan Commission approved this request based on this plan and the number of units or was this approved with modification(s).

Mr. Perea replied the City Plan Commissioners approved this request as is with no modifications. Per the code, the property owner was allowed to have up to 14 units; however, due to constraints and the parking lot requirements, Mr. Perea was able to meet the minimum qualifications to allow some sort of profit for the property owner.

Vice-Chairman Lopez asked if Mr. Perea knew what the maximum allowable height for buildings was in this type of zoning.

Mr. Perea responded, off the top of his head, the maximum height is 45 feet.



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Vice-Chairman Lopez asked what the zoning was for this project.

Mr. Perea replied the zoning was changed to A-O (Apartment/Office).

Ms. Velázquez noted the property is zoned R-4/H (Residential/Historic). For commissioners, she explained, the historic district boundary just about divides the last building, towards the rear of the property. Looking at the aerial map and comparing that to the site plan ...

Vice-Chairman Lopez stated the historic district boundary line it is exactly in the middle of the rear building.

Ms. Velázquez agreed and noted the historic boundary line runs through almost half of that rear building.

Commissioner Gomez asked Mr. Perea to explain why the front building, with that amount of space on both sides, could not accommodate two units at ground level.

Chairman Helm asked Mr. Perea what the landscape percentages are.

Mr. Perea replied he has met the landscape ordinance with quite a bit of additional ...

Chairman Helm noted Mr. Perea would lose some of the landscape area to accommodate the one story ...

In reality, Mr. Perea explained, he would not be able to fit the full, two floors in one story.

Commissioner Helm clarified Commissioner Gomez was thinking, although it might be tight and/or you may lose some landscape area, if laid out differently, you may be able to get the same square footage within that same footprint.

Mr. Perea explained the additional landscape is to allow for a buffer/parkway between our property and the next.

Chairman Helm asked Mr. Perea if any walls or fences will be constructed between this property and the adjacent properties.

Mr. Perea responded yes, we intend to construct a rock wall between the properties all the way around. In the front, between the property line and the building, we intend to construct a small, two foot high, rock wall fence with ornamental fencing on top.



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Chairman Helm asked if any members of the public wished to comment on this request. *There was none.*

*Discussion closed to commissioners.*

Chairman Helm asked Mr. Perea if he was willing to redesign the front building to comply with staff's recommendations.

Mr. Perea thought that was something, if needed, he would have to present to the owner. We can certainly look into it; however, the decision would be for the owner to decide.

Chairman Helm asked Ms. Velázquez what action commissioners should take, approve based on staff recommendations or ...

Ms. Velázquez explained Mr. Perea, and the property owner, have until February 19<sup>th</sup>, meaning commissioners must make a decision prior to that date. She suggested commissioners postpone the request to the next meeting to allow Mr. Perea to speak with the owner regarding today's discussion to either redesign the lot/buildings/landscape, etc., or not. She would like commissioners to vote on her suggestion.

Commissioner Gomez asked if that would be the same as approving the request.

Ms. Hamilton explained commissioners have four options:

1. postpone the request to the next meeting;
2. approve the request;
3. approve the request with modifications; or
4. deny the request.

Chairman Helm asked Mr. Perea if he preferred commissioners postpone the request to the next meeting to allow time to explain to the owner.

Mr. Perea asked to postpone the request to the next meeting so that he and the property owner can discuss alternatives; however, the property owner prefers the existing design and no other. Would commissioners consider that request?

Chairman Helm responded yes, that would also be an option.





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Ms. Hamilton explained, per the code, City Plan Commissioners are allowed to consider economics when rendering their decisions; therefore, for the next meeting, Mr. Perea may present economic information for the Historic Landmark Commission to consider when making their decision.

Chairman Helm asked staff if commissioners should postpone the request to the next meeting.

Ms. Velázquez replied yes and explained if this is what Mr. Perea has agreed to.

Mr. Perea stated yes, he would like to come back.

### **MOTION:**

*Motion made by Commissioner Gomez, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO POSTPONE TO THE FEBRUARY 9, 2015 HLC MEETING, FOR THE GENTLEMAN TO COME BACK WITH A NEW PROPOSAL TO DETERMINE IF IT IS FEASIBLE OR NOT TO HAVE A ONE STORY BUILDING.*

|                          |   |
|--------------------------|---|
| <b>2. PHAP15-00002:</b>  | Being 7 Castle Heights 7 & 8 (6000 Sq. Ft.), City of El Paso, El Paso County, Texas |
| Location:                | 3009 Grant Avenue   |
| Historic District:       | Manhattan Heights   |
| Property Owner:          | Sonia Sanchez   |
| Representative:          | Sandra Gallardo   |
| Representative District: | 2   |
| Existing Zoning:         | R-3/H (Residential/Historic)  |
| Year Built:              | 1915  |
| Historic Status:         | Contributing  |
| Request:                 | Certificate of Appropriateness for the removal of a chimney after-the-fact          |
| Application Filed:       | 1/5/2015  |
| 45 Day Expiration:       | 2/19/2015   |

Ms. Velázquez gave a presentation and noted the applicant is requesting a Certificate of Appropriateness for the removal of a chimney after-the-fact. This property is one of a series of bungalows up and down the block. A photo taken from the 2000 survey showed the left and right side chimneys still intact. It is not unusual for homes on this block to have two chimneys and they are character-defining features. The incident was brought to her attention via a phone call explaining work on the home was being done; therefore, Ms. Velázquez hurried over to the property for further investigation.



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Upon arrival, it was apparent the west façade chimney was no longer there. The presentation photo showed the west chimney demolished; however, the east chimney was not. Furthermore, the presentation photo showed the top portion of the chimney removed from the roof; however, the bottom portion, which is connected to the wall, was not.

### PROPERTY OWNER AND INSURANCE COMPANY

The property owner explained she and her insurance company were at odds regarding this chimney. *Ms. Velázquez informed commissioners the insurance company cancelled the property owner's policy because they had not received the requested underwriting information on a timely basis - "Proof of repair for the dwelling chimney has missing mortar."* Ms. Velázquez called the insurance company and explained that within historic districts chimneys are character-defining features and should not be removed. The property owner, not wanting to have the insurance company cancel her policy, did what she thought was appropriate and removed the top portion of the chimney.

### INTERIOR HAS BEEN ALTERED

There is no fireplace that corresponds to this chimney on the interior, the fireplace has been removed. The insurance company requested the property owner resolve the chimney situation; unbeknownst to the insurance company the fireplace no longer existed.

### CONVERSATION WITH INSURANCE COMPANY VIA EMAIL/TELEPHONE

Ms. Velázquez read portions of emails into the record. Additionally, Ms. Velázquez spoke with a representative from the insurance company. Ms. Velázquez explained the home is located within a historic district and these chimneys are very important character defining features. The property owner felt she would be penalized if the chimney remained in its deteriorated state although there is no fireplace that corresponds with the chimney on the interior. In response the insurance company would have accepted the repaired chimney's stack. The client informed the insurance company the chimney stack would be removed since there is no chimney. The insurance company approved since there is no chimney inside the home and reissued insurance coverage on a new policy. The client recently inherited the home and was not informed about the historic district guidelines. The insurance company also was not aware of the home's historic district locale.

### TO REBUILD OR NOT TO REBUILD

Per the letter from the insurance company, if the chimney stack has to be reinstalled they are ok with that even though there is no fireplace.

### PROPERTIES ON THE BLOCK WITH CHIMNEYS

Walking up and down the block, Ms. Velázquez noted chimneys were very prevalent. Photos reveal homes with one and/or two chimneys; a number of chimneys are in need of repair of some kind or another.



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At this time, Ms. Velázquez read the following Staff Recommendations into the record:

*The Historic Preservation Office recommends **DENIAL** of the proposed scope of work based on the following:*

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- *Preserve the shape, size, materials, and details of character-defining chimneys and foundations and other masonry/stone features. Significant chimney details include features such as brick corbelling, terra cotta chimney pots, and decorative caps.*
- *Maintain the integrity of masonry/stone features by re-laying loose bricks or stones and repairing deteriorated mortar joints as necessary. Match original brick coursing. When re-pointing or tuck pointing masonry surfaces, match the dimension, composition, color, texture, profile, and design of the old mortar joints as closely as possible.*
- *It is not appropriate to shorten or remove original chimneys when they become deteriorated. Chimneys and furnace stacks that are not essential to the character of the structure, or that were added later, may be removed if it will not diminish the original design of the roof, or destroy historic details.*
- *Construct new or replacement chimneys and foundations of historically appropriate materials such as brick or stone. It is not appropriate to use substitute materials that simulate brick or stone.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *The historic character of a property shall be retained and preserved. The removal of historical materials or alteration of features and spaces that characterize a property shall be avoided.*
- *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*
- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.*

Ms. Sonia Sanchez, property owner, explained her biggest concern was having the insurance company cancel her policy. Since no fireplace was connected to the chimney inside, demolishing the chimney portion was the logical answer. The chimney needed repair anyway since some of the mortar and bricks were missing from the top of the chimney. Unfortunately, Ms. Sanchez was unaware her property was located within a historic district. The basement (where the flue was) was bricked up as well. The other fireplace, on the other side of the home, is not a wood burning fireplace. The previous owner bricked up the chimney and installed a gas burning pretend fire. Ms. Sanchez requested assistance from commissioners how to remedy this chimney situation. Currently, this home is a rental; however, she and her husband will claim this residence as their own in the future.



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Vice-Chairman Lopez explained Ms. Sanchez may have to rebuild the demolished chimney, probably not at the same height, using the same brick that was previously removed.

Chairman Helm noted the opposite chimney needed repair as well.

Ms. Sanchez explained due to the sun the chimney was crumbling very rapidly. She asked commissioners if, while rebuilding the chimney, she could somehow cover the top of the chimney to prevent birds from coming inside the home.

Vice-Chairman Lopez agreed covering the top portion of the chimney would be advisable.

Using the 2000 photo of the property, Ms. Velázquez counted the number of bricks for the chimney's height.

Vice-Chairman Lopez and Chairman Helm counted 21 courses.

Ms. Velázquez wondered if Ms. Sanchez did not have the 21 could she rebuild the chimney with the bricks left over from the demolition. The chimney did not have to be 21 courses high anymore.

Vice-Chairman Lopez thought that would be permissible especially if Ms. Sanchez did not use some of the same brick to repair the other one, it would look much better for cosmetic purposes.

### **PAINTING THE EXTERIOR**

Ms. Velázquez clarified Ms. Sanchez may paint over what has been painted previously; however, she cannot paint over the masonry. Again, Ms. Sanchez must get approval from the Historic Preservation Office prior to doing anything remodeling/reconstruction/painting, etc. of the home.

Vice-Chairman Lopez noted Ms. Sanchez' home is very pretty, very charming.

Ms. Sanchez stated she will reconstruct the chimney using as many of the remaining bricks from the demolition as possible. Ms. Sanchez asked for clarification regarding the mortar and the process.



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Ms. Velázquez explained had Ms. Sanchez come to her office prior to demolishing the chimney, Ms. Velázquez would have asked her to fill out an application and come back with a type N mortar. Ms. Velázquez would have requested Ms. Sanchez match the color of the existing mortar and that would have been the end of the situation. Furthermore, Ms. Velázquez gave Ms. Sanchez a copy of the Historic District Guidelines for future reference.

### TO CONCLUDE

Ms. Velázquez explained that commissioners are requesting the chimney be rebuilt using the existing bricks from the demolition. The rebuilt chimney brick does not have to be the same height as it was previously. With any remaining bricks, please repair the opposite side chimney. The total repair work should take one to two days. Ms. Velázquez requested Ms. Sanchez come to her office for additional information or suggestions.

Ms. Sandra Gallardo, Ms. Sanchez' sister, commented on other chimneys, in various states of disrepair, in the neighborhood. She asked which city department issues notices to property owners.

Ms. Velázquez explained the Environmental Services Department, Code Compliance Division is charged with citing property owners not keeping their properties up to code or doing work without permits.

### **MOTION:**

*Motion made by Vice-Chairman Lopez, seconded by Commissioner Lucero AND UNANIMOUSLY CARRIED TO DENY WITH THE RECOMMENDATION THAT SHE CAN REBUILD THE CHIMNEY TO THE SAME DIMENSIONS AS BEFORE PROBABLY NOT AS HIGH SO THAT SHE CAN REUSE SOME OF THE BRICK TO REPAIR THE FIREPLACE ON THE OTHER SIDE OF THE HOUSE. SINCE THE FIREPLACES ARE NOT IN USE, YOU CAN ENCLOSE THE TOPS TO PREVENT WATER INFILTRATION AND BIRD INFESTATION.*

3. **PHAP15-00003:** Being 88 Government Hill 25 to 27, City of El Paso, El Paso County, Texas
- |                          |                              |
|--------------------------|------------------------------|
| Location:                | 4410 Cumberland Avenue       |
| Historic District:       | Austin Terrace               |
| Property Owner:          | Delia Molina                 |
| Representative:          | Jesus Esparza                |
| Representative District: | 2                            |
| Existing Zoning:         | R-4/H (Residential/Historic) |
| Year Built:              | 1950                         |
| Historic Status:         | Non-contributing             |

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Request: Certificate of Appropriateness for the removal and replacement of casement windows with double-hung, slider, and picture windows

Application Filed: 1/14/2015

45 Day Expiration: 2/28/2015

Ms. Velázquez gave a presentation and noted the applicant is requesting a Certificate of Appropriateness for the removal and replacement of casement windows with double-hung, slider, and picture windows. The property owner has casement windows that could very well be as old as the structure and would like to replace them. After researching the city's database and files, there is no record for a permit to install the slider windows that are in place on the front of the house. It is assumed the slider windows were installed without proper permits.

After deciding to install new windows, the property owner called the contractor who then came to Ms. Velázquez's office requesting advice. Ms. Velázquez explained if the property owner is replacing casement windows with casement windows, that request could be approved administratively; however, the contractor explained the property owner is rather elderly, the casement windows seldom are in working order and the property owner really wants to try something other than casement windows. The property owner is requesting picture windows at the front, some double-hung operable windows and the slider in the back. Ms. Velázquez asked the contractor to send her pictures of the existing windows. The photos show these windows were rusting and not in good shape.

### WINDOW REPLACEMENTS

There seems to be two entrances, from the front of the home, with a combination of picture and double-hung windows facing Cumberland Avenue. The rest of the windows, minus the slider window in the rear, will be double-hung. Because this is not the original window type, this request could not be approved administratively. She reminded commissioners of other window replacement requests within this same area, specifically the property directly across the street, in which commissioners have compromised with the property owner's original request. At this time, photos of properties within the neighborhood were shown.

At this time, Ms. Velázquez read the following Staff Recommendations into the record:

*The Historic Preservation Office recommends **APPROVAL WITH MODIFICATIONS** of the proposed scope of work based on the following:*

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:*

- *If windows are damaged beyond repair, replacement windows should match the type (such as double hung), style (for example six panes over six panes), and finish (paint).*





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- *Doors and windows are considered important character-defining features because of significant detailing.*
- *Installation of windows to the original in appearance and structural purpose, regardless of construction materials is permitted.*
- *Windows in secondary façades shall be reviewed on a case by case basis.*
- *Do not use single pane picture windows or horizontal sliding windows if they are not the original window types.*

*The Secretary of the Interior's Standards for Rehabilitation recommend the following:*

- *Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.*
- *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

#### **\*THE MODIFICATIONS ARE:**

- 1. THAT THE WINDOWS ON THE MAIN FAÇADE MATCH THE EXISTING OR ORIGINAL IN TERMS OF OPERATION AND CONFIGURATION; AND**
- 2. THAT THEY BE INSTALLED WITH THREE-DIMENSIONAL, EXTERIOR APPLIED MUNTINS**

Chairman Helm clarified this request could not be approved administratively because they were proposing a change in configuration and operation, primarily operation.

Ms. Velázquez agreed. She reiterated that requests for windows not historically original to the structure cannot be approved administratively.

Mr. Jesus Esparza, contractor, suggested picture windows rather than casement windows in the front because he would have to divide and make three windows out of the one opening which would be costly for the property owner. Mr. Esparza explained the house is cold due to lack of energy efficiency, which explains why the property owner is requesting new windows. There is an evaporative cooler in the rear of the property. Mr. Esparza will be replacing a total of 13 windows; five of the windows face Cumberland Avenue.

Chairman Helm asked of the 13 windows, how many would be fixed picture windows in lieu of an operable window.

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Mr. Esparza explained two picture windows facing the front, however, if he changed that front casement window that would be a total of four picture windows in the front.

Chairman Helm asked if any bedroom windows would be replaced.

Mr. Esparza responded no, just living areas.

Vice-Chairman Lopez understood cost is of concern; however, the look of the home is the commission's concern.

Mr. Esparza noted there is no change in how the front of the house looks.

Vice-Chairman Lopez agreed that on the front of the house we want the same look and feeling as the original.

Mr. Esparza suggested instead of picture or casement windows in the front that double-hung windows would be okay.

Chairman Helm asked if the double-hung windows were there originally or were they casement windows.

Mr. Esparza replied they were casement windows originally.

Vice-Chairman Lopez asked to see the photos of neighboring structures and their window types. He noted Mr. Esparza would not need to replace all of them and it doesn't cost double to do a casement window and then a picture window. There is an additional cost ...

Mr. Esparza explained they do not make casements like those anymore and not in vinyl. If he were to make them casement windows in the front he would have to install three separate windows.

Vice-Chairman Lopez, Chairman Helm and Mr. Esparza commented on a photo of the yellow house. Vice-Chairman Lopez and Chairman Helm note the windows on the left are two casement windows.

Mr. Esparza concluded commissioners stated he could replace the windows with a different one even if it's not the same look.



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Ms. Velázquez commented on double-leaf casement windows, two operable portions of the window. A tripartite or three-leaf casement has the center portion being fixed, not operable. This type of window is expensive. She summarized Mr. Esparza was suggesting he could install a two-leaf casement rather than a three-leaf, as seen on the property across the street.

Vice-Chairman Lopez responded yes; however, it would still not be the same.

Ms. Velázquez added you are not going to get the same number of lines.

Chairman Helm thought what the contractor was proposing may have more of an original look than making it into two casements because installing two casement vinyl windows together leaves a big center muntin.

Chairman Helm added and more divided lines rather than small muntin lines. He asked Mr. Esparza if he proposed installing windows with divided lines with internal muntins or exposed external muntins.

Mr. Esparza replied internal. He explained the picture window matches identical to what it has now.

Chairman Helm the same number of lines, but as a long fixed window.

Furthermore, Mr. Esparza explained the window does not have to be operable because the window is located in a living area.

For evaporative cooling systems to work correctly, Chairman Helm explained, to cool each room there must be at least one operable window.

Vice-Chairman Lopez asked if any windows would have interior muntins.

Mr. Esparza explained, on the original windows, they would be exterior muntins.

Vice-Chairman Lopez asked about the proposed windows.

Mr. Esparza explained the windows are double paned therefore the muntins would be in between, inside the glass.

Ms. Velázquez clarified the guidelines recommend exterior 3-D applied muntins.

Chairman Helm asked if that was an option.

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Mr. Esparza responded he had not seen any like that, not on the double panes, on the outside.

Chairman Helm noted it depends on the manufacturer ...

Vice-Chairman Lopez asked and the same type of windows are the same look on the rest of the house.

Mr. Esparza replied yes.

Vice-Chairman Lopez had concerns regarding the interior muntins. When you see the reflection in the glass you will also see the muntins.

Mr. Esparza stated he would research the type of window commissioners are requesting.

Vice-Chairman Lopez noted this is a duplex and the windows would be replaced on each side of the duplex.

Mr. Esparza responded yes.

Chairman Helm asked what type of window would replace the slider facing the street.

Mr. Esparza suggested using a casement window, it was his belief that there was a casement window there before the slider was installed. He then suggested replacing it with a picture, just to match the other, I believe that is what it was.

Vice-Chairman Lopez asked Mr. Esparza if he brought a sample of the window replacement with him.

Mr. Esparza replied no, he did not bring a sample with him; however, the brand name is *Simonton* and the windows will be vinyl.

Vice-Chairman Lopez noted the commission has previously approved replacing windows with vinyl; however, commissioners prefer exterior muntins to preserve the historic look of the windows.



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Vice-Chairman Lopez clarified commissioners agree to have fixed windows but with exterior muntins while the others can be double hung.

### **MOTION:**

*Motion made by Vice-Chairman Lopez, seconded by Commissioner Gomez AND UNANIMOUSLY CARRIED TO APPROVE WITH THE FOLLOWING RECOMMENDATIONS:*

1. *IF IT IS TO BE A PICTURE OR FIXED WINDOW, THE MUNTINS MUST MIMIC THE SIZE AND SCALE OF THE EXISTING MUNTINS, SAME NUMBER OF LINES, BUT THE MUNTINS MUST BE ON THE OUTSIDE;*
2. *THE REST OF THE WINDOWS CAN BE DOUBLE HUNG, AS PROPOSED, ESPECIALLY FOR BEDROOMS;*
3. *THE WINDOWS IN THE REAR, IF NOT VISIBLE FROM THE STREET, CAN BE PLAIN WITH NO MUNTINS*

To clarify, Ms. Velázquez stated commissioners are approving the application as is requested; however, the picture windows must have exterior, three-dimensional, applied muntins, they cannot be flat. She asked if the same muntin request applied for the double hung window.

Vice-Chairman Lopez stated the muntins are to be the same for all windows.

Chairman Helm clarified windows facing the street.

To conclude, Ms. Velázquez reiterated commissioners are approving the application, as presented, as long as the contractor has exterior, three-dimensional applied muntins.

4. Addresses of property HLC commissioners have requested that HLC staff review or investigate and provide a report to the HLC. If no addresses are submitted in advance and listed under this agenda item, commissioners may announce such addresses under this agenda item. Discussion on property announced at this meeting will take place during the next regularly scheduled meeting. February 9, 2015 deadline for HLC members to request for agenda items to be scheduled for the February 23, 2015 meeting.

*No requests from commissioners.*



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### HLC Staff Report

5. Update on Administrative Review Cases since the last HLC meeting for the properties listed on the attachment posted with this agenda. (See Attachment "A")

*No comments/questions from commissioners.*

### **MOTION:**

*Motion made by Commissioner Lucero, seconded by Commissioner Gomez AND UNANIMOUSLY CARRIED TO APPROVE THE HLC STAFF REPORT.*

### Other Business – Discussion and Action

6. Discussion and action on Downtown survey and map. (per 11.24.2014 meeting discussion)

Ms. Velázquez explained we passed the first hurdle for one of the Texas Historical Commission grants for the Downtown survey. As part of the requirements, we have to ask for at least three quotes from different CRMs (cultural resource management firms). We have identified the three as follows:

1. Mead and Hunt (Austin, Texas);
2. Valenzuela Preservation (Austin, Texas); and
3. HDR (Dallas, Texas)

From the three, Ms. Velázquez received one conservative quote that the survey would cost approximately \$130,000.00. The city must match the awarded grant monies.

The application must be submitted by the end of February and we expect to meet that deadline. From the firms she has spoken with, there seems to be great excitement coming to El Paso, reviewing/researching our architectural treasures and development.

Chairman Helm asked what the deadline was.

Ms. Velázquez responded the 27<sup>th</sup> of next month.

Vice-Chairman Lopez asked if anyone has responded to the letters Ms. Velázquez sent.

Ms. Velázquez responded no, she has not.

Chairman Helm asked if the city must have the matching funds in place by the deadline.

Ms. Velázquez replied the THC would look very favorably at us if we did have those funds available.

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Chairman Helm asked if Ms. Velázquez had spoken with any foundations.

Ms. Velázquez replied yes, she sent a letter to the El Paso Community Foundation; however, has not received a reply as of today. Additionally, she spoke to someone at the Summerlee Foundation and received a reply requesting she submit an application. Ms. Velázquez stated she will be speaking with Union Pacific as they have been very generous. Ms. Velázquez noted there were one or two other foundations she has or will be in communication with.

*No action was taken; however, commissioners requested staff continue placing this item on future agendas.*

Commissioner Moses asked what the cost would be if five graduate students conducted the survey.

Ms. Velázquez replied probably not \$140,000.00 but because there is so much work to be done and someone would have to oversee their work. She expects the other grant quotes to be close to the \$140,000.00 due to the extent of work since there are over 1,000 buildings to be surveyed, photographed and researched. The \$140,000.00 estimate was from HDR in Dallas, Texas. The two pending quotes are from Mead and Hunt in Austin and Valenzuela Preservation, also in Austin.

Chairman Helm requested Ms. Velázquez send him the contact information for both Mead and Hunt and Valenzuela Preservation.

Commissioner Gomez commented on the proposed survey map and asked if the inclusion of the Cesar E. Chavez Border Highway was correct.

Ms. Velázquez responded no, it was to provide a sense of direction, just as a portion of the railroad tracks were included as noted by Commissioner Moses. The lines were created to provide a very rough boundary. She thought she might receive the two pending quotes by the next HLC meeting.

#### 7. Approval of Regular Meeting Minutes for January 5, 2015

Regarding the Certificate of Appropriateness for the property located at 511 Upson Street, Chairman Helm asked Ms. Velázquez if the property owner come back for an application for approval by staff.

Ms. Velázquez explained the contractor brought in a window sample, which was rejected. Finally, he submitted an elevation showing an operable one-over-one window, there was some

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back and forth about that. Ultimately, the property owner was approved for the replacement of the three windows on the first floor of the building with a one-over-one configuration.

Chairman Helm asked if that was approved administratively.

Ms. Velázquez explained it was approved here; the property owner just supplied the missing documentation. She noted that no one has spoken with her about replacing the other windows; she thought that conversation was just a matter of time.

#### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO APPROVE THE JANUARY 5, 2015 HLC MEETING MINUTES.*

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#### **MOTION:**

*Motion made by Commissioner Moses, seconded by Chairman Helm AND UNANIMOUSLY CARRIED TO ADJOURN THE MEETING AT 5:40 P.M.*